CUNY POLICY ON ACADEMIC INTEGRITY

(Adopted by the Board of Trustees of The City University of New York on June 27, 2011. Effective July 1, 2011.)

Academic dishonesty is prohibited in The City University of New York. Penalties for academic dishonesty include academic sanctions, such as failing or otherwise reduced grades, and/or disciplinary sanctions, including suspension or expulsion.

1. Definitions and Examples of Academic Dishonesty

1.1. **Cheating** is the unauthorized use or attempted use of material, information, notes, study aids, devices or communication during an academic exercise. Examples of cheating include:

• <u>Copying from another student during an examination or allowing another to copy your work.</u>

• <u>Unauthorized collaboration on a take home assignment or examination.</u>

• Using notes during a closed book examination.

• Taking an examination for another student, or asking or allowing another student to take an examination for you.

• Changing a graded exam and returning it for more credit.

• Submitting substantial portions of the same paper to more than one course without consulting with each instructor.

• Preparing answers or writing notes in a blue book (exam booklet) before an examination.

• Allowing others to research and write assigned papers or do assigned projects, including using commercial term paper services.

• Giving assistance to acts of academic misconduct/ dishonesty.

• Fabricating data (in whole or in part).

• Falsifying data (in whole or in part).

• Submitting someone else's work as your own.

• Unauthorized use during an examination of any electronic devices such as cell phones, computers or other technologies to retrieve or send information.

1.2. **Plagiarism** is the act of presenting another person's ideas, research or writings as your own. Examples of plagiarism include:

- Copying another person's actual words or images without the use of quotation marks and footnotes attributing the words to their source.
- Presenting another person's ideas or theories in your own words without acknowledging the source.
- Failing to acknowledge collaborators on homework and laboratory assignments.
- Internet plagiarism, including submitting downloaded term papers or parts of term papers, paraphrasing or copying information from the internet without citing the source, or "cutting & pasting" from various sources without proper attribution.

1.3. **Obtaining Unfair Advantage** is any action taken by a student that gives that student an unfair advantage in his/her academic work over another student, or an action taken by a student through which a student attempts to gain an unfair advantage in his or her academic work over another student. Examples of obtaining unfair advantage include:
- Stealing, reproducing, circulating or otherwise gaining advance access to examination materials.
- Depriving other students of access to library materials by stealing, destroying, defacing, or concealing them.
- Retaining, using or circulating examination materials which clearly indicate that they should be returned at the end of the exam.
- Intentionally obstructing or interfering with another student's work.

I have read and fully understand the CUNY POLICY ON ACADEMIC INTEGRITY. I also understand that I will get a 0 (zero) on any assignment that shows evidence of cheating, plagiarism, or the obtainment of unfair advantage.

_____   _____   _____

Name (please print)   **Signature**   **Date**

_____   _____

NYCCT email address   **Other email address (OPTIONAL)**